COMP8770

Information Systems Project and Risk Management

Session 1, Special circumstances 2021

School of Computing

Contents

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Notice

As part of Phase 3 of our return to campus plan, most units will now run tutorials, seminars and other small group activities on campus, and most will keep an online version available to those students unable to return or those who choose to continue their studies online.

To check the availability of face-to-face activities for your unit, please go to timetable viewer. To check detailed information on unit assessments visit your unit's iLearn space or consult your unit convenor.

General Information

Unit convenor and teaching staff
Stephen Smith
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Contact via 02 9850 1099
Rm 362, Level 3, 4 Research Park Drive
TBA (online via Zoom)

Credit points
10

Prerequisites
ITEC602 or COMP6770 or Admission to MRadiopharmSc or Admission to MLabAQMgt

Corequisites

Co-badged status

Unit description
This unit has three themes: IT project management, agile software development and risk management. Topics covered in the first theme include project definition, roles and responsibilities, resource management, time and cost estimation, project planning, project control and reporting, measuring project success and post-implementation review. Microsoft Project is used to assist with resource allocation, costing and schedule. Hands-on experience is gained using the Rational Unified Process during the second theme. Towards the end of the course we focus on identifying causes of project failure and managing project risk based on the International and Australian Standard, ISO31000.

Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at https://www.mq.edu.au/study/calendar-of-dates

Learning Outcomes

On successful completion of this unit, you will be able to:

ULO1: Apply an understanding of the contextual issues of an IT project to the identification and management of expectations of the main project stakeholders.

ULO2: Develop, maintain, manage and report against a project plan which defines the critical path and resource requirements, with tool support, such as MS Project 2019.

ULO3: Critically evaluate the concepts of agile methodologies such as the Rational

Unified Process, DSDM and DevOps and incorporate appropriate components into the planning for complex software development or off the shelf enterprise system projects.

ULO4: Analyse IT project risks and formulate a risk management plan compliant with the international standard, ISO31000.

ULO5: Critically evaluate the role of the IT project manager and how to handle organization politics, individual and team management

General Assessment Information

Late Submission(s): "Late assessment must also be submitted through Turnitin. No extensions will be granted. There will be a deduction of 10% of the total available marks made from the total awarded mark for each 24 hour period or part thereof that the submission is late (for example, 25 hours late in submission incurs a 20% penalty). Late submissions will not be accepted after solutions have been discussed and/or made available. This penalty does not apply for cases in which an application for Special Consideration is made and approved. Note: applications for Special Consideration Policy must be made within 5 (five) business days of the due date and time."

Assessment Tasks

Name	Weighting	Hurdle	Due
Assignment 1	20%	No	Week 4
Assignment 2A - Group Project	20%	No	Week 12
Assignment 2B - Presentation	10%	No	Week 12 -13
Final examination	50%	No	TBA

Assignment 1

Assessment Type [1]: Modelling task
Indicative Time on Task [2]: 20 hours
Due: **Week 4**
Weighting: **20%**

In the first part, you are given the tasks, resources and schedule for a project which need to be entered into MS Project 2019. You are required to answer a series of questions on the resource requirements, critical path, schedule and costs associated with this project. For the second part of the assignment you are given a case study for a complex project and asked to identify the risks and possible mitigation strategies. Furthermore, you need to advise on how to use MS Project in this context.

On successful completion you will be able to:

- Apply an understanding of the contextual issues of an IT project to the identification and management of expectations of the main project stakeholders.
- Develop, maintain, manage and report against a project plan which defines the critical path and resource requirements, with tool support, such as MS Project 2019.

Assignment 2A - Group Project

Assessment Type [1]: Project
Indicative Time on Task [2]: 20 hours
Due: **Week 12**
Weighting: **20%**

A series of IT projects will be allocated among groups of 4 students. These will include software development, off the shelf package and mixed projects (a package requiring integration with backend systems). Your team are consultants recommending your project and risk strategy to secure a go-ahead from the client organisation. Your focus is on the project process/ methodology and risk management plan to suit your project and client organisation.

On successful completion you will be able to:

- Apply an understanding of the contextual issues of an IT project to the identification and management of expectations of the main project stakeholders.
- Develop, maintain, manage and report against a project plan which defines the critical path and resource requirements, with tool support, such as MS Project 2019.
- Critically evaluate the concepts of agile methodologies such as the Rational Unified Process, DSDM and DevOps and incorporate appropriate components into the planning for complex software development or off the shelf enterprise system projects.
- Analyse IT project risks and formulate a risk management plan compliant with the international standard, ISO31000.
- Critically evaluate the role of the IT project manager and how to handle organization politics, individual and team management

Assignment 2B - Presentation

Assessment Type [1]: Presentation
Indicative Time on Task [2]: 10 hours
Due: **Week 12 -13**
Weighting: **10%**

A series of IT projects will be allocated among groups of 4 students. These will include software development, off the shelf package and mixed projects (a package requiring integration with back-end systems). Your team are consultants recommending your project and risk strategy to secure a go-ahead from the client organisation. Your focus is on the project process/ methodology and risk management plan to suit your project and client organisation.

On successful completion you will be able to:

- Apply an understanding of the contextual issues of an IT project to the identification and management of expectations of the main project stakeholders.
- Develop, maintain, manage and report against a project plan which defines the critical path and resource requirements, with tool support, such as MS Project 2019.
- Critically evaluate the concepts of agile methodologies such as the Rational Unified Process, DSDM and DevOps and incorporate appropriate components into the planning for complex software development or off the shelf enterprise system projects.
- Analyse IT project risks and formulate a risk management plan compliant with the international standard, ISO31000.
- Critically evaluate the role of the IT project manager and how to handle organization politics, individual and team management

Final examination

Assessment Type [1]: Examination
Indicative Time on Task [2]: 40 hours
Due: **TBA**
Weighting: **50%**

A three hour examination covering all the course work material.

On successful completion you will be able to:

- Apply an understanding of the contextual issues of an IT project to the identification and management of expectations of the main project stakeholders.
- Develop, maintain, manage and report against a project plan which defines the critical path and resource requirements, with tool support, such as MS Project 2019.
- Critically evaluate the concepts of agile methodologies such as the Rational Unified Process, DSDM and DevOps and incorporate appropriate components into the planning

for complex software development or off the shelf enterprise system projects.

- Analyse IT project risks and formulate a risk management plan compliant with the international standard, ISO31000.

- Critically evaluate the role of the IT project manager and how to handle organization politics, individual and team management

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[1] If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment

- the Writing Centre for academic skills support.

[2] Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

Delivery and Resources

Each week you should attend up to 4 hours of lectures and tutorials (please note Tutorials are on a different day to lectures now). For details of days, times and rooms consult the timetables web page.

Required and Recommended Texts:

Students are expected to purchase and read the following textbook:

Erik Larson and Clifford Gray, 'Project Management: The Managerial Process' 7th Edition (2018), McGraw Hill. This book should be available from the University Co-op Bookstore. or available as an eBook - https://www.mheducation.com.au/9781307023077-aus-ebook-project-management-the-managerial-process-7e

The following text book is suggested as recommended reading. Copies are available from the references and general sections of the library.

Rob Thomsett, Radical Project Management, Prentice Hall, 2002, not available as an eBook. However, it is available online.

The class Web site will have copies of lecture handouts and additional recommended reading material: https://ilearn.mq.edu.au/ You will need to use the user name and password issued to you by the University Administration when you enrolled for the unit.

Technology to be used and required:

We are using MS Project 2016 or 2019.

Other technology required is MS Word and MS PowerPoint.

Website and access to unit material:

The web page and content for this unit can be found at iLearn: https://ilearn.mq.edu.au/login/M

Q/. Note that the unit content is not publicly available and requires for you to log in to access.

Unit Schedule

Week	Lecturer	Topic	Reading
1	Steve	Course Structure Types of Projects, Role of the Project Manager, IS/IT Projects are Different	Unit Outline Larson 1, Readings
2	Steve	Project Definition Introduction to MS Project Hand out Assignment One (Individual Assignment) 'MS Project 2019 and Case Study'	Larson 4 Erik Larson Videos
3	Steve	Project Selection and Success Criteria Estimating Project Times and Costs Sponsors and Other Stakeholders	Larson 2 Larson 5 Larson 10
4	Steve	DSDM Introduction and Tutorial Assignment One Due Hand out Assignment Two (Group Assignment) 'IS Project Management Plan'	DSDM Handbook
5	Steve	Rational Unified Process RUP Structure and Navigation RUP for COTS	IBM Sources
6	Guest Lecture Matt	Leadership / Communication Team Management	Larson 10 Larson 11, Thomsett articles
7	Steve	Risk Management Part 1	ISO31000
8	Steve	Risk Management Part 2	
9	Steve	DevOps Virtual Teams and Outsourcing Project Audit and Closure	Accenture, 2015 Larson 12 Larson 14
10	Steve	Project Plan Structure Progress Management and Evaluation Organisational Politics	Larson 6, 10, 12, 13

11	Steve	Group Assignment Review Tutorial	
12	Steve	Group Presentations	
13	Steve	Exam Revision + Group Presentations (cont) Assignment Two (2) Due	

Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central (https://policies.mq.edu.au). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- Academic Appeals Policy
- Academic Integrity Policy
- Academic Progression Policy
- Assessment Policy
- Fitness to Practice Procedure
- Grade Appeal Policy
- Complaint Management Procedure for Students and Members of the Public
- Special Consideration Policy

Students seeking more policy resources can visit Student Policies (https://students.mq.edu.au/support/study/policies). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

To find other policies relating to Teaching and Learning, visit Policy Central (https://policies.mq.edu.au) and use the search tool.

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/admin/other-resources/student-conduct

Results

Results published on platform other than eStudent, (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in eStudent. For more information visit ask.mq.edu.au or if you are a Global MBA student contact globalmba.support@mq.edu.au

Student Support

Macquarie University provides a range of support services for students. For details, visit http://students.mq.edu.au/support/

Learning Skills

Learning Skills (mq.edu.au/learningskills) provides academic writing resources and study strategies to help you improve your marks and take control of your study.

- Getting help with your assignment
- Workshops
- StudyWise
- Academic Integrity Module

The Library provides online and face to face support to help you find and use relevant information resources.

- Subject and Research Guides
- Ask a Librarian

Student Services and Support

Students with a disability are encouraged to contact the Disability Service who can provide appropriate help with any issues that arise during their studies.

Student Enquiries

For all student enquiries, visit Student Connect at ask.mq.edu.au

If you are a Global MBA student contact globalmba.support@mq.edu.au

IT Help

For help with University computer systems and technology, visit http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/.

When using the University's IT, you must adhere to the Acceptable Use of IT Resources Policy. The policy applies to all who connect to the MQ network including students.

Changes from Previous Offering

Included a new guest lecturer.

Updated Lecture content

Updated assessments to align with IT and BioTech students.